

Frankfort Architectural Review Board

August 19, 2008

Members Present:

Roger Stapleton
Charlie Booe
John Downs

Members Absent:

Donald Perry

There being a quorum, the meeting proceeded.

The first item of business was approval of the June 25, 2008 minutes. Mr. Booe made a motion to approve the minutes. The motion was seconded by Mr. Downs and carried unanimously.

The next item of business was a request from Ellen Williams for a Conditional Use Permit to allow the conversion of a residence to professional office for the property located at 519 Murray Street, zoned "SC" Special Capital District.

Maya DeRosa, City of Frankfort Planning Supervisor was present for the staff report. She went of a slide show detailing the property and surrounding area and mentioned that the area is predominately single family residences. She stated the staff received a complaint that a professional office was being operated in this location so they sent the owner a violation and asked them to apply for Conditional Use Permit. She stated that all findings were positive and recommended approval with conditions.

Charlie Jones was present on behalf of Ms. Williams and stated that they have reviewed the staff report and conditions and were available for any questions.

Mr. Booe asked about whether or not they could meet the required parking, he was concerned about the safety with the driveway being located in the curve of the road. The applicant explained that they rarely use the driveway and instead park in front of the house. She stated that she didn't foresee needing those additional spaces.

Karen Hardigan a resident of Murray Street was present, she had questions concerning the volume and traffic. She also wanted to know what kind of office would be operated there. Ms. Williams explained that she is a lobbyist and she would be operating a lobbying firm and she mentioned the traffic would be no different than it had been over the last 15 months.

After discussion, Mr. Downs made a motion to approve a Conditional Use Permit to convert a residence to a professional office for the property located at 519 Murray Street with the following conditions: 1) the conditional use for a professional office use is permitted only at 519 Murray Street for the first and second floors. The basement shall be only used for storage purposes; 2) the conditional use is granted only to Ms. Ellen Williams for professional office; 3) the driveway to the garage shall be improved with either gravel (if existing) or pavement or pavers; 4) future uses other than those classified as professional office or one residential unit or combination of both will require a new Conditional Use Permit to be issued. The conditional use is not transferable and any change in ownership or use will make this approval null and void; 5)

that all signage meet the requirements of Article 13 Sign Regulations and Article 4.405 and a sign permit shall be issued prior to installation; 6) any exterior change to the property that does not qualify for the issuance of a certificate of No Exterior Effect will require the issuance of a Certificate of Appropriateness; 7) the conditional use permit shall be voided within one year of the Board approval unless there has been an approved business license for this site; 8) the CUP shall be limited to allow only two employees to occupy the office space at any given time. The motion was seconded by Mr. Booe and carried unanimously.

Mr. Booe made a motion to adjourn. The motion was seconded by Mr. Downs and carried unanimously.